

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN
COUNTY BOARD MEETING**

March 28, 2013

PRESENT: Beth Relich, Steve Daniels, Pat Hickey, Lisa Van Donsel, Marvin Rucker, Larry Epstein, Barbara Robinson, Bill Clancy, Keith Pamperin, Melanie Maczka, Donajane Brasch

EXCUSED: Tom Diedrick, Joan Swigert

ALSO PRESENT: Devon Christianson, Christel Giesen, Arlene Westphal, Debra Bowers, Laurie Ropson, Sandy Groeschel, Donovan Miller, Denise Misovec

The meeting was called to order by Vice Chairperson, Pamperin at 8:34 a.m.

PLEDGE OF ALLEGIANCE.

INTRODUCTIONS: Vice Chairperson Pamperin introduced Mr. Miller as the newest addition to the ADRC Staff. Mr. Miller stated that he started at the ADRC as an accounting intern and entered the private sector after graduating. In February he was hired by the ADRC as an Accounting Clerk and will be assisting the ADRC Accountant.

ADOPTION OF THE AGENDA: Ms. Van Donsel/Ms. Brasch moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF February 28, 2013:

Mr. Epstein/Ms. Hickey moved to approve the minutes of the regular meeting of February 28, 2013. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None. Mr. Epstein suggested that we include in the AddLIFE News when the ADRC Board meets and that these meetings are open to the public. Ms. Christianson agreed and we will certainly do this.

FINANCE REPORT:

A. REVIEW AND APPROVAL OF FEBRUARY 2013 FINANCE REPORT: Ms. Bowers reviewed the February, 2013 Finance Report.

Ms. Van Donsel requested a larger font be used for the financial report. Ms. Bowers will make this change.

Ms. Relich/Ms. Van Donsel moved to approve and place on file the February, 2013 Financial Report. **MOTION CARRIED.**

B. There were no Restricted Donations in February.

STAFF REPORT: YEAR END REPORT BY LAURIE ROPSON: Ms. Ropson distributed the ADRC's 2012 Annual Report to board members. She presented our year in review by highlighting the growth in contacts, consumers, and programs. She also shared new interventions with an ADRC Facebook page and Wellness Studio. Ms. Ropson further discussed how we can do more together through our collaborations with N.E.W. Curative, the healthcare systems, Streu's Pharmacy, NWTC, the Green Bay Fire Department, the American Red Cross Transportation Program, the Green Bay West Lions Club, the Mediation Center of Greater Green Bay, Brown County United Way and the Crisis Center (211), Family Services, and the Brown County Veterans Office.

Ms. Robinson praised the report and raised the complex issue of caregiver needs. She suggested the ADRC may need to advocate for a new definition for caregiver support services and what works. I&A Services are as important a caregiver service as support groups are. Ms. Christianson concurred and

summarized the range of caregiver services the ADRC currently provides, support groups, classes, and respite.

Chairperson Pamperin complimented Ms. Ropson and the ADRC on the 2012 Annual Report which he stated was professional looking and very well done. Board members were excited about sharing this report during presentations as a means of helping their audience relate to the services provided by the ADRC. Ms. Christianson stated that any time board members needed copies of this report or our AddLIFE News for presentations, we would be happy to provide them. Ms. Ropson also noted that the 2012 Annual Report will also be available on the ADRC Website.

STAFF SWOT-PRIORITIES: Ms. Christianson referred board members to the SWOT (Strengths, Weaknesses, Opportunities & Threats) Analysis that was included in the board packet. She explained that over the next couple of months we will be putting our 2014 budget together. The process began last year with Listening Sessions to gather input from consumers and caregivers, feedback from our Board Members and their contacts, and the ADRC Staff.

The opportunities were discussed. Mr. Epstein inquired about the identified threats, and which ones we planned to address. Ms. Christianson discussed Care Works, a statewide database that will bring many programs together. This will be overwhelming and our staff will need to be trained to complete the migration process. Options to support a transition were shared. Other threats included our reliance on senior employment training program funding for senior aides, continued growth of the agency and its impact on our culture, and the increased volume of clients.

Ms. Christianson noted that she wanted to give the board an idea of where we're going with this and stated that we will be coming back with more specific plans as we start putting the budget together.

BY LAWS-RECOMMENDED CHANGES: Ms. Christianson referred board members to the existing by-laws and the memo with the proposed changes that were mailed to them at least five (5) days before this meeting. She proceeded to review the proposed changes.

Mr. Rucker referred to the proposed language of Article V-Section 3-Committees and expressed concern with regard to making a participant who is not a current board member a member of a committee. He did feel that non-committee members with expertise could attend a meeting as a consultant without becoming a member of the committee. The board agreed to limit committee members to current board members.

Mr. Epstein questioned the word "serve" in Article V-Section 4-1. The board agreed to change "serve" to "consult". In Article V-Section 4-3 Mr. Epstein also questioned "additional member". The board agreed to change it to "additional board member".

Ms. Robinson suggested in Article 1 – Powers and Duties, Section 5b under proposed changes the first line should read "for people who are older and adults with disabilities including" as it will read at the end of that sentence when that change is made. The board agreed to the change.

Mr. Pamperin recommended that the director submit the by-law amendments to Corp. Counsel as approved by the ADRC Board.

Ms. Van Donsel/Ms. Robinson moved to approve the proposed by-law changes with the additional above corrections. **MOTION CARRIED.**

IMPACTS OF SEQUESTRATION ON OLDER AMERICAN'S ACT FUNDS: Ms. Christianson informed board members that we are still waiting for exact numbers regarding the sequester impact on Older American's Act Funds. We expect to receive these numbers in about a week or two. At this point it is anticipated that it is based on our 2012 original allocation that came to us and not what our actual award of dollars was for 2013. We need some clarity as to which pot of dollars they are calculating this from. We will have some reductions this year and predict additional reductions in 2014; but, we don't have the exact dollar amounts. The challenge for us is that these Older American's Act dollars are already small in comparison to our whole budget and we are not allowed to use our ADRC dollars to

support our Older American's Programs. We also need clarity as to how, or if, our Medical Assistance Claiming Dollars will be affected.

FAMILY CARE UPDATES: Ms. Christianson reported that Family Care Expansion was not included in the Governor's budget and the only way for it to expand is if Joint Finance includes it in the budget. The Joint Finance Committee will hold a public hearing at Lambeau Field on Monday, April 8th, from 10:00 a.m. – 5:00 p.m. Rolf Hansen of NE Wisconsin Family Care, Disability Rights of Wisconsin, and the Board for People with Developmental Disabilities have been advocating and educating families on this issue. Representatives John Nygren and John Klenke are members of the Joint Finance Committee that represents Brown County. The ADRC Board and Staff role is to advocate on this issue. A broad discussion of Family Care and various positions took place. Ms. Christianson encouraged anyone who can attend to please do so. Ms. Van Donsel reminded others that, if they are unable to attend, they can send in their written comments.

DIRECTOR'S REPORT:

- A. **BUDGET WORKPLAN TIME LINE:** Ms. Christianson referred board members to the 2014 Budget Work Plan included in the board packet. She highlighted the July meeting as that is when the ADRC Board will be making final decisions to our budget. The other important date is in November when the County Board meets to approve budgets. She assured board members that they will be kept informed throughout the process.
- B. **WELLNESS STUDIO UPDATE:** As previously approved by the board, room 135-B is being converted to a Wellness Studio. Our vision is a peaceful, quiet, and serene location to accommodate Tai Chi, Yoga, prevention classes, and support groups. This space is about physical, emotional, psychological and mental wellness. Completion will be the first week in May as we will be hosting an open house on the evening of May 13th. More information will be sent to board members as it becomes available.

LEGISLATIVE UPDATES:

- Ms. Van Donsel reminded those present that April 2nd is Election Day. Please vote.
- Ms. Robinson requested some talking points to enable her, as a board member, to be a good advocate surrounding the issue of Family Care. Ms. Christianson agreed to send talking points created by reliable sources to the board to help them prepare to testify.

ANNOUNCEMENTS:

- Ms. Van Donsel announced the MS Walk on April 21st to raise money for MS research. She will be participating and encouraged others to attend.

NEXT MEETING – April 25, 2013: The next meeting will be held on Thursday, April 25, 2013 at N.E.W. Curative. Ms. Misovec encouraged board members to plan on touring the N.E.W. Curative Facility following the meeting.

ADJOURN: Sup. Clancy/Mr. Epstein moved to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 10:48 a.m.

Respectfully submitted,

Arlene Westphal, Secretary